



## Faculty Senate

### MEETING MINUTES – APPROVED

#### *Regular Meeting*

*March 6, 2020*

Meeting called to order: 2:30 pm

#### Attendees

- Andrea Gentry
- David Bower
- Rich Bennett
- Wes Durham
- Mary Doerner
- Andrew Buck
- Jenn Horn
- Rhonda Wheeler
- Kim Delaney
- Rex Strange
- Jinsuk Yang
- Andrea Wright
- Sang Woo Heo
- Peter Cashel-Cordo
- Kenny Purcell
- Bartell Berg
- Amy Chan Hilton
- Britney Orth
- Shelly Blunt
- Mohammed Khayum
- Al Holen
- Steve Gruenewald
- Charlotte Connerton

#### I. Approval of minutes from 2/21/20

- A. Motion to accept minutes
- B. Motion seconded
- C. Discussion
  1. Minutes amended
- D. Motion passed

#### II. Chair's Report

- A. Townhall
  1. March 11, 2020 town hall with David Bower, Vice President for Development
  2. <https://www.usi.edu/employee-governance/>
- B. Departmental Chair Contracts (Charge 2019\_24)
  1. Along with the information compiled from some departmental chairs, Bill Elliott and I have also compiled information regarding the work expected of Chairs during the summer months from each of the Deans. We will soon survey all departmental chairs.
- C. Meetings
  1. President's Council
    - a. Coronavirus preparedness was discussed
      - (i) Public Safety will follow the CDC advice regarding mass gatherings



- (ii) Housing as the ability to quarantine students if needed
    - (iii) Be prepared for travel plans to be altered and all international travel will be scrutinized
    - (iv) No one will be forced to travel
    - (v) Draft policy exists for a pandemic
    - (vi) Delegation from Japan and President's trip to Osnabruck have been postponed
  - b. Ohio State is recruiting heavily in Indianapolis
    - (i) IU (and others) dipping into their waitlist may impact us but we will mitigate this by focusing on a broader pool of applicants
  - 2. Safety Committee
    - a. Focus was on coronavirus discussion
    - b. Overall purpose is to develop methods of communication so that employees and students know the definition of terms (such as shelter in place) and recognize authority when an alert is issued.
    - c. Trainings are coming
    - d. We are working with IU and UE on policies for the Stone Center
  - 3. Employee Recognition – starting next fiscal year
    - a. Merge existing milestones and retirement events into one
    - b. Will now include faculty
    - c. Late afternoon event in the arena with desserts following
  - D. President's State of the University
    - 1. Date coming soon (early April)
    - 2. 30-minute presentation followed by 30-45 minutes for Q&A
  - E. Any further constitutional amendments need to be presented to Senate by March 20 for a vote on April 3. After that date the amendments proposed by Faculty Senate will be sent to the faculty for approval.
- III. Provost's Report
- A. Coronavirus
    - 1. Students going away for spring break will be screened for COVID if they are in health-related clinical courses
    - 2. Doing everything we can to inform students that are located globally
    - 3. General stance is if the trip was planned using University resources, they can decide if they still want to go, or not
    - 4. For those travelling using personal resources, USI asks that those individuals consider self-quarantining upon their return
    - 5. Administration encourages instructors to have contingency plans in place to allow the educational process to continue
      - a. BlackBoard is not being used by 300+ courses
    - 6. Healthcare supplies are running low
  - B. Enrollment
    - 1. Not much information for the fall 2020 semester
      - a. Students still enrolling – orientations have not happened yet
    - 2. Need to be guarded concerning projections
    - 3. USI has skewed its financial support to merit-based aid not need-based aid
    - 4. Ohio State is heavily recruiting in Indianapolis
      - a. May cause IU to activate their waitlist and accept higher-performing students in their waitlist, which may cause students that have committed to USI to now switch to IU if they are on the IU waitlist and are called to a seat at IU

- C. Adult Learner Group
  - 1. Working to put together a proposal by the end of the month
- IV. David Bower Presentation – VP for Development
  - A. Introductory Remarks
    - 1. Faculty is essential to the university
    - 2. We should all be serving the common good
      - a. Means “students first” for David Bower
    - 3. Wants to share facts about concerns
  - B. History of Foundation
    - 1. Do not function in a silo
    - 2. Only cause it help USI – cannot give money to no one else
    - 3. Standing committees are in place
    - 4. Enjoy collaboration with all USI units
    - 5. Founded in 1968
  - C. Audit Committee
    - 1. Audit committee founded in 2004
      - a. Became a standing committee in 2009
    - 2. In 2009, the audit committee proposed that the manual system be converted to an automated system
    - 3. In 2016 (June) the Audit Committee demanded that systems become automated
      - a. Led to purchase of Award Spring in Fall 2016
    - 4. Employee duties were redistributed as a result of Award Spring
      - a. Hired a full-time scholarship manager
    - 5. Award Spring went live in 2017
      - a. Many complaints and growing pains
    - 6. Decisions for financial aid caused unequal distribution
      - a. Due to not sharing information within the manual system
      - b. Decisions were not based on data and shared knowledge prior to 2017
  - D. Comments on Charge 2020\_03 – Foundation
    - 1. On 2/22/19 the decision was made to make 1/15/20 the deadline for award letters to be issued for the entire university
      - a. Groups represented at the meeting – Provost’s office, Admissions, Enrollment Management, Foundation staff, Deans offices
    - 2. On 11/15/19 the committee issued the time frame and pertinent information for the scholarship review and selection process in which the submission deadline listed was December 12, 2019
    - 3. Agrees with the charge that the current system is not helpful to students and faculty.
  - E. Current Work by the Foundation
    - 1. Foundation staff has been working to create a completely new, better, and dynamic system for scholarship review and selection for several months.
    - 2. Three commitments of the work of the Foundation:
      - a. Committed to the common good/student equity
      - b. Committed to securing and using accurate data in making decisions
      - c. Committed to sharing information
    - 3. On Monday, March 9, 2020 the new plan will be sent for study and review to key leaders from the following entities:
      - a. Admissions
      - b. Academic affairs

- c. Bursar
  - d. Graduate Studies
  - e. Financial Aid
  - f. Financial Care Team
  - g. Information Technology
  - h. Marketing & Communications
  - i. Planning Research and Assessment
  - j. Registrar
  - k. Student Affairs
  - l. University Controller
  - m. University Finance and Administration
  - n. USI Foundation
4. On March 16, 2020, the committee will conduct two, 90-minute sessions to discuss and fine tune the plan with another sessions planned for the week of March 30 if more time is needed
  5. The final submission of the plan is schedule to be delivered to the president by April 6, 2020 and will be launched by April 8, 2020, if approved.
- F. Questions/Comments
1. Department chairs were surprised at the timing of the request and that they were not notified in December.
  2. Are there any plans to make Award Spring less cumbersome?
    - a. New plan will not include Award Spring
  3. Will students who have registered through Award Spring have to reregister?
    - a. Currently our scholarship management software is Award Spring.
    - b. Students have to apply to Award Spring annually, because the scholarships change annually.
  4. You said the distribution of awards is not equitable. What is the foundation doing to increase need-based aid?
    - a. Approved \$50,000 per year for need-based aid for the next four years.
    - b. Foundation makes efforts to include need-based parameters when donors give money for scholarships
  5. Why are we fundraising from faculty while salaries are falling?
    - a. Our duty is to always invite people to invest in the institution, and that includes faculty.
  6. Does the foundation have an idea of how much money we need to be offering in need-based aid to compete in the current market for students?
    - a. The next campaign goal is \$75,000,000
    - b. USI foundation gives 7-8 million dollars per year to USI
  7. When Steve Bridges came in, he was asked about the inauguration and how it was paid for.
    - a. Total was \$168,000 paid for the inauguration by donors through the foundation
  8. Have we created a strong network of alumni that we can reach out to for small donations? Do we have that information?
    - a. Yes, and some have become sincere and dedicated donors, but not enough.
    - b. 98% of all of the money going to the foundation comes from within about 150 miles from USI
  9. Are there rules for cash awards that are different from scholarships?
    - a. Some awards were setup to cut the student winner a check
    - b. Now the award is applied to their account
      - (i) Student will receive money if they have a \$0 balance when they leave

- c. Award distribution method was not donor-directed
  - 10. As far as communication goes, who should a scholarship chair contact concerning money available for portfolio scholarships?
    - a. Ryan Ross – manager of scholarships
  - 11. Toast to the Arts happens every year. The discount of the \$150 ticket for faculty putting forward artwork does not make faculty that contribute work to the event feel valued.
- V. Adjournment
- A. Motion to adjourn
  - B. Motion seconded
  - C. Motion passed
- VI. Next Meeting – March 20, 2020, BEC3024 (Romain Conference Room)

**Meeting adjourned: 3:38 pm**